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*Proposed  
Notice*

MEMORANDUM FOR: Executive Director-Comptroller  
Deputy Director for Science and Technology  
Deputy Director for Plans  
Deputy Director for Intelligence  
Inspector General  
General Counsel

SUBJECT : Proposed HN 15-9, Medical Services

We forward for your information the attached proposed notice, which is being sent to the Deputy Director for Support for authentication. The Executive Officer, Office of Medical Services proposed publication of the notice to provide information concerning dispensary service, immunization, and medical emergencies.

25X1A



Chief, Support Services Staff

Attachment:  
Proposed HN 15-9

cc: OMS  
SSA-DDS

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GROUP 1  
Excluded from automatic  
downgrading and  
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This Notice Expires 1 December 1969

MEDICAL

HN 15-9

MEDICAL SERVICES

1. GENERAL

HR 15-1 outlines the basic medical services available to headquarters employees. This notice contains more specific information concerning dispensary service, immunization, and medical emergencies.

2. DISPENSARY SERVICE

Medical assistance is available at all times during duty hours at the following places in the headquarters area:

- a. Headquarters Building - Main Dispensary, Room 1-D-40, [REDACTED]

25X1A

- b. Ames Building - Room 100, [REDACTED]

25X1A

- c. [REDACTED]

25X1A

- d. [REDACTED]

3. IMMUNIZATION

- a. Employee immunizations required for official travel may be obtained at the Immunization Branch, Room 1-D-34, Headquarters Building during the following hours:

Monday through Friday:

1000 to 1200

1400 to 1630

Wednesday:

1000 to 1100 (for Yellow Fever)

- b. Dependent immunizations required for official travel are administered in Room 100, Ames Building during the following

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HN 15-9

MEDICAL

hours:

Monday through Friday:

1030 to 1200  
1430 to 1630

Friday:

1000 to 1100 (for Yellow Fever)

4. MEDICAL EMERGENCIES

- a. During duty hours. Call or report to the nearest of the medical units listed in paragraph 2 above. If none is close, call the Chief Nurse on [REDACTED] or, if the situation requires it, call for direct ambulance service from one of the following:

District of Columbia: D.C. Emergency Ambulance Service  
HObart 2-3322

Alexandria : Alexandria Rescue Squad  
549-5100

Arlington : Arlington Emergency Ambulance  
527-8900

Franconia : Franconia Emergency Ambulance  
CRescent 3-1113

- b. Outside duty hours. Call the Security Duty Officer, [REDACTED] who will notify the Medical Duty Officer. Again, however, should the situation require it, call for direct ambulance service from one of those listed in subparagraph a above.

- c. The Chief Nurse is to be notified as soon as possible of any medical emergency for which ambulance service is summoned.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

R. L. BANNERMAN  
Deputy Director  
for Support

DISTRIBUTION: ALL EMPLOYEES

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